

THE RAP SHEET

Information from the Criminal Justice Information Center (CJIC)

Division Contact: (517) 241-0604

www.michigan.gov/cjic

Fax: (517) 241-0865

21

May/June 2011



Dawn Brinningstaull, Director
Criminal Justice Information Center
Michigan State Police
P.O. Box 30634
Lansing, Michigan 48909

Governor Snyder recently signed Executive Order 2011-7 establishing the Michigan Criminal Justice Information Systems (CJIS) Board. The CJIS Board (Board) will consist of 22 members representing 16 state, local and tribal government agencies with an interest in information sharing. The Board will meet quarterly and advise the Director of the Michigan Department of State Police on matters relating to CJIS access, use, development, and processes. CJIC is looking forward to working with this new Board to develop improved ways to provide valuable information to all of our partners in support of their missions.

Dawn Brinningstaull, Director
Criminal Justice Information Center

RSA SECURID TOKEN

You may be aware that on March 17, 2011, RSA, the company which supplies our SecurID tokens, posted an open letter to its customers regarding a cyber attack on their systems. RSA has indicated that they do not believe that any information extracted indicates a direct attack on their SecurID customers. We have received several inquiries regarding this from our users. At this time we advise our users to follow these best practices as recommended by RSA:

- Never give your serial token number, PIN, tokencode, token, passcode or password to anyone.
- To avoid phishing attacks, do not enter tokencodes into links that you clicked in an e-mail. Instead, type the URL of the reputable site to which you wish to authenticate (micjin.state.mi.us or www.michigan.gov/micjin).
- Our Help Desk may ask for your user ID and ask you to confirm your token serial number if you call for support. However, we will never ask for your PIN or password. You may be asked questions to verify your identity when you call.
- Always log out of applications when you are done with them.
- Always lock your desktop when you step away.
- Regularly close your browser and clear your web browser cache of data. Every browser has a different procedure for clearing the cache, so please refer to your browser's help file for assistance.
- Immediately report lost or stolen tokens to [Mr. Bradley Rahn](#) or (517) 241-0764. If you are unable to reach Mr. Rahn, please call the MSP dedicated Client Service Center Help Desk at (877) 264-2546 or the Department of Information Technology Client Service Center at (517) 241-9700.

APPLICANT FINGERPRINT REQUEST FORM

The RI-30 "LiveScan Fingerprint Request" form is used by job and license applicants who need a fingerprint-based criminal history check. An FBI audit noted that the form fails to tell applicants what happens to the fingerprints, who has access, and how they can correct their records. The updated form includes this information, along with blanks for all the information CJIC would need to track down a missing response. The form can be located at http://www.michigan.gov/documents/msp/ri-030_347358_7.doc.

If you send employees and applicants for fingerprint-based criminal history checks, please begin using the new form or add the paragraphs with privacy and correction information to your in-house form. If you take fingerprints for these applicants, expect to see this form more often, and please return it to the applicant after filling in boxes one to four at the top.

COMMON NCIC MESSAGES

The most common message transactions that affect LEIN records include Hit requests, Locate messages, Purge messages, Reject messages, and Serious Error notifications. Since these messages can cause record cancellations or block the record from being accepted into the National Crime Information Center (NCIC) files they all have an impact.

Hit Confirmation Request Message

1. Hit confirmations are categorized as being extraditable or non-extraditable. If an agency does not pick up, and the remarks or the NCIC Miscellaneous field does not have any limitations listed, the requesting agency can either place a locate on the record, or NCIC will perform quality control on these records and they will be removed from the system.
 - a. NOEX must be included as the first four characters in the remarks section, or limitations must be clearly defined. When extradition is not known it is recommended to put NOEX followed by specifications that extradition is pending prosecutor's approval.
 - b. All NCIC records are implied full extradition unless NOEX, or the limitations, are clearly stated. This affects records because either the record is put into a "located" status or NCIC will send a NCIC Serious Error notice. Both of these will take the record out of NCIC, and in some cases take the LEIN record out as well.

Locate Message

1. When a terminal receives a "\$.L." message, it includes a copy of the NCIC hit and the locating agency's ORI at the top of the message.
2. The NCIC locate policy has an impact on records because once it has been placed in a locate status it will purge in five days or immediately purge if located twice within this time frame.
3. The locate policy specified in the NCIC 2000 policy manual, Section 2.6, states in part, "The purpose of a locate message is to indicate (until the originating agency clears the record) that the wanted person has been apprehended or the property has been located. In the Missing Person file, a locate message indicates the whereabouts of the missing person has been determined and retires the record from the file."

Purge Message

1. The "\$.P." message is sent to the entering agency and the control terminal which indicates a record has been purged or provides a five day notification for personal protection orders.
2. The action that should be completed when notified of a purge is to check the agency files to determine whether the record needs to be re-entered based on the current validity.
3. The purge notifications often clear NCIC and LEIN records.

Reject Messages

1. All records entered into LEIN that have Field 21 (extradition) completed are sent to NCIC. If there is an error, a reject message is received at the entering agency and the control terminal.
2. The error is always defined in the message and points to the field where the problem exists. The LEIN Operations Manual or the NCIC Operations Manual may be used as a resource to refer to the rules to remedy the problem.
3. It is necessary for the entering agency to take action to remedy the error or it will never be accepted into the NCIC files.

Serious Errors

1. The "\$.E." message is received at the entering agency and control terminal and will specify the rules and why it has been removed from NCIC.
2. The improper limitation or NOEX not being defined in the remarks section is the normal reason for this message and normally only clears the NCIC record leaving the LEIN record.

3. The general solution for this error is to perform a modification transaction in LEIN by completing the following:
 - a. Modify the record Field 21 (extradition) to NO and;
 - b. Re-modify the record back to Yes, but ensure the correct notations are done in the remarks section, such as NOEX or by specifying the limitations of extradition.
 - c. A new NCIC number (NIC) will be generated, and the LEIN record will be disassociated with the previous NIC number. Document the new NIC number for your records.

SECOND ANNUAL CRIME CONFERENCE

The Crime Reporting Section will be holding its second annual Crime Conference in October 2011 (tentatively scheduled for October 11), at the Training Academy. Based upon the success of last year's conference, the conference is again being conducted for all law enforcement agencies in the state.

At the request of participants, the primary focus for the first conference was on Michigan Incident Crime Reporting (MICR). This year the focus will expand to other areas of crime and one of the primary speakers for the conference will be D/S/Tpr. Sarah Krebs who will present on the Forensic Artists and their specialty work. D/S/Tpr. Krebs has many high profile and interesting cases that will be presented and has been highly sought out for her engaging presentations. We are pleased to have her on the agenda for our conference this year.

In addition to the guest speakers, there will be several breakout sessions with a variety of topics including Crash, Sex Offender Registry, MICR, and others. The agenda will be finalized soon and available on our Web site. Look for the registration survey that will be sent out in the near future.

SEX OFFENDER REGISTRATION ACT

On April 12, 2011, Governor Rick Snyder signed into law Public Acts 17, 18, and 19, with an effective date of July 1, 2011. Below are some of the changes to the Sex Offender Registration Act:

1. Registered sex offenders in Michigan will be classified by tier depending on the convicting statute and victim's age. Tier I offenders will verify annually and will have a 15-year registration period. Tier II offenders will verify bi-annually and will have a 25-year registration period. Tier III offenders will verify quarterly and will have a lifetime registration period.
2. Registered sex offenders will be required to provide additional information. The additional information required includes:
 - Name and address of any place or temporary lodging used or to be used during any period in which the offender will be away from their residence for more than seven days.
 - The location or area used or to be used if an offender does not have a current residence, or if the offender becomes homeless, the village, city or township where the offender will spend the majority of their time.
 - Name and address of employer(s).
 - All telephone numbers registered or routinely used by the offender.
 - All electronic mail addresses and instant message addresses assigned to an offender or routinely used by an offender. This includes all login names or other identifiers used by an offender using any electronic mail address or instant messaging system.
 - The license plate number, registration number, and description of any motor vehicle, aircraft or vessel owned or regularly operated by the offender and the location where it is habitually stored or kept.
 - Passport and immigration documentation.
 - Occupation and professional licensing information, including any license that authorizes the offender to engage in any occupation, profession, trade or business.
3. All registered sex offenders are required to report in-person to the law enforcement agency having jurisdiction over their residence three days prior to changing their residence to another state.

4. All registered sex offenders are required to report the following in-person to the law enforcement agency having jurisdiction over their residence within three business days:
 - Any change in the offender's residence or domicile.
 - Any change in an offender's place of employment, or if employment is discontinued.
 - Any change in an offender's name.
 - Any temporary lodging information where the offender intends to temporarily reside other than the offender's residence for more than seven days.
 - The establishment of any electronic mail, instant message address, or any other designation used by the offender in internet communications or postings.
 - The purchase of, or if the offender begins to regularly operate any vehicle, and when ownership or operation of the vehicle is discontinued.
 - Enrollment as a student at any institution of higher learning, or if enrollment is discontinued.
5. All registered sex offenders are required to report in-person to the law enforcement agency having jurisdiction over their residence 21 days prior to changing their residence to another country or when traveling to any other country for more than seven days.
6. The length of registration for an offender excludes any period of incarceration for committing a crime and any period of civil commitment.
7. Increased penalties for violations.
8. Adjudicated juveniles who have an order of disposition entered by a juvenile court which resulted in an obligation to register must continue to register if all of the following apply:
 - The offender was 14 years of age or older at the time of the offense.
 - The order of disposition is for the commission of an offense that would classify the offender as a Tier III offender.
9. Offenders who meet specific requirements may petition the court for an order allowing the offender to discontinue registration.
10. The one-time fee has increased from \$35 to \$50. Of this \$50 fee, \$30 goes to the sex offender registration fund and \$20 is retained by the registering law enforcement agency. The increased fee applies to new registrants and those who have not previously paid.

The SORE Unit is sending registered sex offenders written notification via U.S. mail prior to July 1, 2011, explaining their registration requirements and their tier level. New DD-4 and DD-4A forms for offenders to sign effective July 1, 2011, have been developed and are in the approval process. The SORE Unit has been working with technical staff to implement the changes to the SOR registration database, as well as determining the tier level for each offender. Public Acts 17, 18, and 19 are available for review at www.michiganlegislature.org.

FBI CJIS SECURITY POLICY REQUIREMENTS

Law Enforcement Information Network (LEIN) System users, especially agency Terminal Agency Coordinator's (TAC) and information services personnel, should be aware that a key deadline has passed regarding the FBI's Criminal Justice Information Systems (CJIS) Security Policy. Agencies should already have implemented the requirements below of the CJIS Security Policy. September 30, 2010, was the deadline for agencies connected to/accessing NCIC to come into compliance with the following policy requirements:

- Passwords must be at least eight characters in length.
- User cannot reuse their last ten passwords.

- Passwords cannot be transmitted in the clear.
- Passwords cannot be a dictionary word or proper name or match the user id.
- Passwords must be changed at least every 90 days.
- All workstations with wireless access must have an activated personal or software based firewall.
- Wireless or dial-up access must use an approved form of advanced authentication.
- Any data transmitted over a public segment, by dial-up, using wireless or via the Internet must be encrypted at a minimum of 128 bit and meet the FIPS 140-2 NIST certification standard. **Reference: CJIS Security Policy section 5.6.2.1**

In addition, changes to the CJIS Security Policy in 2010 changed the requirement for security awareness training from every three years to every two years.

The following additional requirements were also put in place:

- **Session locks** - After a maximum of 30 minutes of inactivity on a terminal, the agency/software must initiate a session lock. The terminal must remain locked until the user re-establishes access using the appropriate identification and authentication (i.e. user id/password). Devices within a police vehicle or used to conduct dispatch functions within a physically secure location are exempt from this requirement. **Reference: CJIS Security Policy section 5.5.5**
- **Login attempts** - Where technically feasible, agencies must enforce a limit of no more than five consecutive invalid access attempts by a user before their account is locked for a minimum of ten minutes. **Reference: CJIS Security Policy section 5.5.3**
- **Least privilege** - Agencies must enforce the most restrictive set of rights/privileges or access needed by users for the performance of assigned tasks. **Reference: CJIS Security Policy section 5.5.2.1**

These changes also clarified that Virtual Private Networks (VPN) currently used for advanced authentication from a police vehicle will be allowed until 2013 if the VPN uses IPSec. If you have questions regarding these important deadlines and changes to security requirements, contact Michigan's Information Security Officer, [Ms. Terri Smith](#).

2010 CRASH STATISTICS

The 2010 crash statistics have been released. The 2010 statistics showed an increase in traffic fatalities for the first time in seven years, from 871 in 2009 to 937 in 2010. Overall, the number of traffic crashes dropped three percent and serious injury crashes dropped eight percent. The full report can be found at the following Web site: http://www.michigan.gov/msp/0,1607,7-123-1645_3501_4626---,00.html.

The above Web site also contains links to additional statistical information, such as Michigan Traffic Crash Decade at a Glance, Michigan Traffic Crash Facts, and Holiday Crash Statistics. Contact [Mr. Mike Ransom](#) in the Traffic Crash Reporting Section at (517) 241-1740 if you are interested in requesting any other crash statistics that are not posted.

Criminal Justice Information Center Help

Applicant Background Check (517) 241-0606
 Criminal History Records (517) 241-0606
 Crime Reporting (517) 241-1704
 Enforcement Records (517) 241-1888
 Firearms (517) 241-1917

FOIA (517) 241-1934
 MiCJIN Help Desk (877) 264-2546
 Sex Offender Registration (517) 241-1806
 Support Services (517) 241-1953
 Traffic Crash Reporting (517) 241-1699

How can we help? If you have ideas for future articles, please contact [Ms. Stephanie Zwick](#) or (517) 241-0604.

Looking for an archived article? If so, select a topic and edition below, then visit our [archived editions](#) to find the article you need.

TOPIC	EDITION(S)
AFIS	Sept/Oct '07, Jan/Feb '08, Mar/Apr '08, May/Jun '08, Jul/Aug '08, Sept/Oct '08, Sept/Oct '09, Mar/Apr '10, Jul/Aug '10, Sept/Oct '10
AFIS WORKGROUP	Sept/Oct '08
ALIAS/CRIMINAL HISTORY SYSTEM	Jul/Aug '07, Mar/Apr '08, Jul/Aug '08, Jul/Aug '09, Sept/Oct '09, Nov/Dec '09, Jan/Feb '10, Mar/Apr '10, May/June '10, Sept/Oct '10
APRS	Sept/Oct '09, Nov/Dec '09
CHR WORKGROUP	Sept/Oct '08
CJIS SECURITY POLICY	Mar/Apr '08, May/Jun '08, Jul/Aug '08, Jan/Feb '09, Sept/Oct '09, Jan/Feb '10, May/June '10, Nov/Dec '10, May/June '11
COMPACT COUNCIL	Nov/Dec '07, May/June '10
COURT DISPOSITION REPORTING	Nov/Dec '07, Jan/Feb '08, May/Jun '08, Jul/Aug '08, Jan/Feb '09, Nov/Dec '09, May/June '10, Jul/Aug '10, Sept/Oct '10
CRASH	Sept/Oct '10, Nov/Dec '10, Mar/Apr '11, May/June '11
CRIMINAL HISTORY BACKGROUND CHECKS	Mar/Apr '11
CRIMINAL HISTORY AUTOMATION	Jul/Aug '07, Nov/Dec '09
FBI/CJIS AUDIT	Jul/Aug '08, Sept/Oct '08, Mar/Apr '09, Jan/Feb '11
FBI UPDATE	Jul/Aug '07, Sept/Oct '08, Jul/Aug '10
FIREARMS/NICS	Sept/Oct '10, Nov/Dec '10, Jan/Feb '11, Mar/Apr '11
HOMELAND SECURITY	Nov/Dec '09
IAFIS	Jan/Feb '11
ICHAT	May/Jun '08, Sept/Oct '08
JUDICIAL DATA WAREHOUSE	Jan/Feb '08
LEIN AUDIT	Mar/Apr '08, Mar/Apr '09, Nov/Dec '09
LEIN CONTACTS	Jan/Feb '09, Mar/Apr '09
LEIN FUNDING	Mar/Apr '09, Jan/Feb '10, Nov/Dec '10
LEIN OPERATIONS	Mar/Apr '08, May/Jun '08, Jul/Aug '08, Jan/Feb '09, Mar/Apr '09, May/Jun '09, Sept/Oct '09, Mar/Apr '10, May/June '10, Jul/Aug '10, Sept/Oct '10, Mar/Apr '11
LEIN TRAINING	Jul/Aug '09, Sept/Oct '09
LEIN VALIDATIONS	Jan/Feb '09, Mar/Apr '10, Jul/Aug '10
LEIN VIOLATIONS	Nov/Dec '10
LEIN WORKGROUP	Sept/Oct '08
LIVE SCAN/FINGERPRINTING	Jul/Aug '07, Sept/Oct '07, Nov/Dec '07, Jan/Feb '08, Mar/Apr '08, May/Jun '08, Sept/Oct '08, Mar/Apr '09, Jul/Aug '09, Jan/Feb '10, Mar/Apr '10, May/June '10, Sept/Oct '10, May/June '11
MicJIN	Sept/Oct '08, Jan/Feb '09, Mar/Apr '09, Jul/Aug '09, Nov/Dec '09, Jan/Feb '10, Mar/Apr '10, May/June '10, Mar/Apr '11
MICR	Sept/Oct '10, Nov/Dec '10, Jan/Feb '11, Mar/Apr '11
NCIC	May/June '10, Sept/Oct '10, Jan/Feb '11, May/June '11
NGL UPDATE	Jul/Aug '07, Sept/Oct '07, Nov/Dec '07
PAPERLESS WARRANTS	Mar/Apr '11
PPO VIOLATIONS	Sept/Oct '07
PROSECUTOR CHARGE REPORTING	Nov/Dec '07, May/Jun '09, Jul/Aug '09, Sept/Oct '10
SECURID TOKENS	May/June '10, May/June '11
SEX OFFENDER REGISTRATION	Nov/Dec '07, Nov/Dec '09, Jan/Feb '10, Jan/Feb '11, May/June '11
STATEWIDE NETWORK OF AGENCY PHOTOS (SNAP)	Mar/Apr '08, Jan/Feb '10, May/June '10, Sept/Oct '10, Nov/Dec '10